

Minutes

Kingston Fire District
Board of Wardens Meeting
26 June 2014

Present: Wardens Donald Cobb, Elizabeth McNab, Vincent Rose, Ina Sciabarrasi. Also, present were, Tax Collector Linda Mendillo, Treasurer Carleen Lefebvre (arrived at 6:54 p.m.), Stephen Baker - Director of Public Safety & Emergency Management URI and District Manager Jodi Hall.

Absent: Warden Sandra Koerner and Chief Nathan Barrington, DC Thomas Reed and DC Christopher DeGrave.

Call to Order: President Cobb called the Board of Wardens Meeting to order at 6:35 p.m.

Information/Comments/Questions from the Public: There were no questions or comments from the public.

Approval of Minutes:

Motion: Rose made and Sciabarrasi seconded a motion to accept Minutes from the Wardens Meeting on 05/22/14.

The minutes were reviewed. There were no further questions.

The motion passed unanimously.

Tax Collector's Report:

Motion: McNab made and Rose seconded a motion to accept the Tax Collector's Report.

Mendillo was not present but did provide a report. Cobb presented the Tax Collector's Report. Hall informed the Board that the tax sale proceedings have not moved forward, Mendillo has been trying to get an update. We are now cutting it close having a tax sale prior to the 2014 bills going out. The Board reviewed the report. There was no further discussion or questions.

The motion passed unanimously.

URI Report:

Motion: Sciabarrasi made and Rose seconded a motion to accept the URI Report.

Baker presented the URI Report. The Board reviewed the report. There was no further discussion or questions.

The motion passed unanimously.

Chiefs' Report:

Motion: McNab made and Sciabarrasi seconded a motion to accept the Chiefs' Reports.

Barrington, Reed and DeGrave were not present. They did submit written reports. Cobb presented the reports. The Board reviewed the reports. McNab commented that it was good to hear about Keith Burlingame being hired as the Executive Director of the Fire Safety Code Board. He is a Life Member of Kingston, a past resident,

Officer and Chief. She also commented on how it was nice to see Kingston Fire trucks at the Ruggles House as it was being torn down. There was no further discussion or questions.

The motion passed unanimously.

Treasurer's Report:

Motion: Rose made and Sciabarrasi seconded a motion to accept the Treasurer's Report.

Lefebvre presented the Treasurer's Report. The Board reviewed the report. There was no further discussion or questions.

The motion passed unanimously.

Finance Committee up-date/report: There was no update.

Next meetings:

- August 28, 2014 at 9:00 a.m.
- October 23, 2014 at 9:00 a.m.

New Business:

- **Election of President, Vice President and Secretary of the Board of Wardens:**

Motion: McNab made and Rose seconded a motion to nominate Cobb as President of the Board of Wardens.

The motion passed unanimously. Cobb abstained.

Motion: Cobb made and Rose seconded a motion to nominate Sciabarrasi as Vice President of the Board of Wardens.

The motion passed unanimously. Sciabarrasi abstained.

Motion: Sciabarrasi made and McNab seconded a motion to nominate Koerner as Secretary of the Board of Wardens.

The motion passed unanimously.

Motion: Rose made and McNab seconded a motion to nominate Vignali as a Kingston Fire District Auditor.

Rose informed the Board that he had been contacted by Thomas Vignali regarding the open Kingston Fire District Auditor position and that he would be interested in doing it.

The motion passed unanimously.

- **Review of Warden Assignments for 2014-2015:** Sciabarrasi will continue to serve on the Finance Committee. There was no further discussion. No motion was made.
- **Appointment of Chiefs:** There were no chiefs present. The Appointment of Chiefs will be added to the next Wardens Meeting under Old Business.
- **Policies to review for Posting:** There were no policies to review for posting. No motions were made.
- **SOGs to review:** There were no SOGs to review.
- **Policies to Approve**
 - 10-030 KFD Volunteer Incentive Program

Motion: Sciabarrasi made and McNab seconded a motion to approve Policy 10-030 KFD Volunteer Incentive Program.

The motion passed unanimously.

- **Policies to review for Posting:** There were no policies to review for posting. No motions were made
- **Policies to approve/adopt:** There were no policies to approve/adopt. No motions made.

Old Business: Sciabarrasi mentioned that she had not heard anything further from Chief Barrington regarding the State filing information session. Hall said she would forward her the email. No motions were made.

Communications: There were no communications. No motions were made.

Information: The Chicken BBQ on June 7, 2014 was a success. McNab said she will be unable to attend the August 28, 2014 meeting. Sciabarrasi said she might not be able to make the August 28, 2014 meeting. There was no further information. No motions were made.

Next Meetings:

- August 28, 2014 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- September 25, 2014 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- October 23, 2014 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- November 13, 2014 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- December 11, 2014 at 6:30 PM at the KFD Station – Monthly Wardens Meeting

Adjournment:

Motion: Rose made and McNab seconded a motion to adjourn the meeting.

The meeting was adjourned at 7:18 p.m.

The motion passed unanimously.

Respectfully submitted,

Jodi Hall
District Manager